



ARBITRATION & CONCILIATION CENTRE - BENGALURU
(DOMESTIC & INTERNATIONAL)
(An initiative of the High Court of Karnataka)
III Floor, East Wing, "Khanija Bhavan", Race Course
Road, Bengaluru - 560 001
Ph: 080-22954 571/572/573 Fax: 080-22954572
E-mail : arbkarblr@gmail.com
Website: www.arbitrationcentreblr.org



वसुधैव कुटुम्बकम्
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03.10.2023

NOTIFICATION

In exercise of the powers conferred under Section 4 (1) (b) of the *Right to Information Act, 2005* (Central Act No.22 of 2005), the detailed information relating to Arbitration & Conciliation Centre (Domestic & International) is published as here under, for the information of general public.

1.	The particulars of its Organisation, functions and duties	<i>Organisation - Arbitration & Conciliation Centre (Domestic & International)</i> <i>Functions & Duties</i> Arbitration & Conciliation Centre (Domestic & International) is an initiative of the High Court of Karnataka with an objective to facilitate Arbitration Proceedings and encourage disputing parties to take recourse to Arbitration as a mode of settlement of disputes.
2.	The powers and duties of its officers and employees	Details are as at Annexure - I
3.	The procedure followed in decision making process, including channels of supervision and accountability	Case worker shall put up Note Sheets. The Director will scrutinize it and the same is placed before the President and Board of Governors for approval.
4.	The norms set by it for the discharge of its functions	Norms are set as per the provisions of Arbitration & Conciliation Centre Rules, 2012. Depending on urgency proposals will be finalised on priority.
5.	The Rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions	Details are as at Annexure - II
6.	A statement of the categories	Administrative files & relevant registers.

	of the documents that are held by it are under its control	
7.	The particulars of any arrangement that exists for consultation with, or representation by, that members of the public in relation to the formulation of its policy or implementation thereof.	The Director, Deputy Director and Section Officer will provide information regarding the Centre.
8.	A statement of Boards, Councils, Committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meetings of those Boards, Councils, Committees and other bodies are open to the public, or the minutes of such meetings are accessible for the public; public, or the minutes of such meetings are accessible for public.	The Board consists of Hon'ble the Chief Justice of Karnataka as Chief-Patron, one sitting Hon'ble Judge of the High Court as President and four sitting Hon'ble Judges of High Court as Governors.
9.	A directory of its officers and employees	Directory of its officers and employees is in the GOB-I and Establishment Branches of the High Court of Karnataka, respectively.
10.	The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations	There will be change in pay of one or the other officials/officers in view of annual increment. Every month, the Section Officer of High Court Accounts Branch will generate pay slips of all employees which contain gross pay, deductions and net pay etc. And form a book of Register kept in Accounts Branch I of the High Court of Karnataka.
11.	The Budget allocated to each of its agency indicating the particulars of all plans, proposed expenditure and reports on disbursements made.	Allotment of budget to the Arbitration & Conciliation Centre (Domestic & International) is a non plan scheme.
12.	The manner of execution of	No such programmes.

	subsidy programmes, including the amount allocated and the details of beneficiaries of such programmes.	
13.	Particulars of recipients of concessions, permits or authorisation granted by it	No such programmes.
14.	Details in respect of the information available to or held by it, reduced in an electronic form.	No such information reduced in an electronic form is held by the office.
15.	The particulars of facilities available to the citizens for obtaining information, including the working hours of the Library or Reading room if maintained for public use.	No such facilities.
16.	The names, designations and other particulars of the Public Information Officers	Smt. SAPNA .V SECTION OFFICER/PUBLIC INFORMATION OFFICER, ARBITRATION & CONCILIATION CENTRE (DOMESTIC & INTERNATIONAL), KHANIJA BHAVAN, RACE COURSE ROAD, BENGALURU – 560001. PHONE NO.22954571, 22954572, 22954573 E-mail I.D. - rtispioarbbblr@gmail.com
17.	Such other information as may be prescribed, and thereafter update these publications every year.	Nil

Sapna V 03/10/23
(SAPNA .V)

Public Information Officer,
Arbitration & Conciliation Centre
(Domestic & International),
Khanija Bhavan,
Race Course Road,
Bengaluru – 560001.

ANNEXURE - I**THE POWERS AND DUTIES OF THE OFFICERS & EMPLOYEES OF THE
ARBITRATION & CONCILIATION CENTRE - BENGALURU**

Director	Director shall be a serving or retired District Judge of the Karnataka Judicial Service and will be incharge of the Centre and act under the supervision of the President and Board of Governors. The Director shall be responsible for the day to day functioning of the Centre and shall be the custodian of the Centre. The Director shall perform duties at the Centre as enumerated under Rule 6 of the Arbitration & Conciliation Centre Rules, 2012. Director is the Member Secretary of the Board of Governors.
Deputy Director	Deputy Director shall be a serving Judicial Officer of Karnataka Judicial Service in the cadre of Senior Civil Judge or Civil Judge. The Deputy Director shall work under the supervision of the Director.
Section Officer	He/she shall have over all supervision of Administration at the Centre. He/She shall check all the correspondence and communication are attended in time and also attend the work being assigned by the Director or the Deputy Director from time to time.
Court Secretaries, Assistant Court Secretaries	They shall attend to the Proceedings in the Court Halls and also attend the preparation of Award and make communications with respect to Arbitral Proceedings. They shall also attend the work assigned by the Director and the Deputy Director.



Senior Assistants	They shall handle administrative files and Accounts related files and Registers in the Accounts Branch.
First Division Assistants	They shall work in Pending Branches as case workers. They also work and assist the Senior Assistants in their respective branches.
Second Division Assistant	They shall work as case workers in Record room, copying branch and also assist the FDAs in their respective branches.
Typists	They shall do all typing work of all branches and also assist in proceedings in Court halls as and when required.
Research Assistants	They shall carry out the duties as enumerated in Rule 7 of the Arbitration & conciliation Centre, Rules.
Peons/Attenders	They shall keep the premises of the Arbitration Centre clean and tidy. They shall attend all the work entrusted to them by the officers.
Driver/Senior Driver	Apart from driving the vehicles of the Centre, they are responsible for proper maintenance of the vehicles of the Centre.

Sapna V
(SAPNA V)

03/10/23

Public Information Officer
Arbitration & Conciliation Centre - Bengaluru

ANNEXURE – II

The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions:

(a) Acts:

High Court Rules and Manual.
 The Arbitration & Conciliation Act, 1996.
 The Karnataka Civil Services (Regulation of Promotion, Pay and Pension) Act 1993 Rules.
 The Karnataka State Services (Determination of Age) Act, 1974.
 Income Tax Act, 1961.

(b) Rules:

Arbitration Centre – Karnataka (Domestic & International) Rules, 2012.

Karnataka High Court General Recruitment Rules 1973.
 Karnataka High Court General Recruitment Rules 1984.
 Karnataka High Court General Recruitment Rules 1985.
 The Karnataka Civil Services Rules.
 K.C.S (CC & A Rules 1957).
 The Karnataka Civil Services (Probation) Rules, 1977.
 The Karnataka Civil Services (Conduct Rules) Rules 1966.
 The Karnataka Civil Services (Regulation of Promotion, Pay & Pension) Rules 1978.
 The Karnataka Civil Services (Medical Attendance) Rules 1963.
 The Karnataka Civil Services (Performance Reports) Rules, 1994.

(c) Instructions, Manuals and others

The Karnataka Financial Code.
 The Karnataka Treasury Code
 The Manual of Contingent Expenditure.


 (SAPNA V)

Public Information Officer
 Arbitration & Conciliation Centre - Bengaluru



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Notification under Section 4(1)(a) of Right to Information Act

**Statement showing Registers, Forms and Books that are maintained in
Arbitration & Conciliation Centre - Bengaluru.**

Section Name	Registers	Books/Ledgers	Forms
Administrative Section	1. Officers and Staff Attendance Register 2. Staff C.L. Register 3. Staff Movement Register 4. Staff Cash declaration Register	-	-
Library	1. Library Stock Register 2. Books issue Register 3. Periodical/Journals Register 4. Library Movement Register	-	-
Accounts Section	1. G Cash Register 2. Imprest Register 3. D.C. Bill Register 4. Arbitrators Fee Register 5. Stock Register 6. Stationery Register	1. Vehicle Log Book 2. Petrol Indent book	-
Dispatch Section	1. To - Register 2. From - Register 3. Stamp Register	-	-

Sapna V
03/10/23

(SAPNA V)
Public Information Officer
Arbitration & Conciliation Centre - Bengaluru

No.AC-K/66/2023

BH

Date: 27.07.2023

To
The Prl. Secretary to Government,
Law Department,
DPAR (E-Governance),
M.S.Building,
Bengaluru - 560001.

Sir,

Sub: Furnishing of information for implementation of RTI Online
Software - reg.

Ref: Letter No.RTI/Admn./03/2023 dated 14.07.2023 of the
Joint Registrar & SPIO, High Court of Karnataka,
Bengaluru.

With reference to the above subject, I am to furnish the Names, Designation,
Mobile Number and E-Mail I.Ds. of the First Appellate Authority, State Public
Information Officer and Nodal Officer for implementation of RTI Online Software as
desired.

Sl. No.	Name of the Officer (Sri/Smt)	Role of the Officer	Designation	Phone No.	E-mail I.D.
1	M. Brungesh	First Appellate Authority	Director (Prl. District & Sessions Judge)	7259612763	arbkarblr@gmail.com
2	Sapna .V	State Public Information Officer	Section Officer	7892403509	rtispioarbbblr@gmail.com
3	Nirmala Francina C	Nodal Officer	Senior Assistant	7353147515	

Thanking you,

Yours faithfully,


(M.BRUNGESH)
DIRECTOR

Arbitration & Conciliation Centre - Bengaluru
(High Court of Karnataka)
Bengaluru - 560 001

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27/07/23